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[Date]

[Property Owner(s)]

[Address]

[City, State, Zip Code]

Dear [Property Owner(s)]:

Please allow us to introduce ourselves to you, I am Eric Stuckey your Franklin City Administrator and Tom Marsh is our Zoning and Development Coordinator in our Building and Neighborhood Services Department. We are writing this letter to you to inform you about an important public meeting you may want to participate in as your home/property was affected by the recent historic floods.

As you are aware, the City of Franklin experienced an abundance of rainfall on May 1<sup>st</sup> and 2<sup>nd</sup> of this year which caused flooding throughout the City. This flooding caused many residents to suffer content and/or structural damage to their property. For this reason, the City of Franklin is considering participation in the Federal Emergency Management Agency (FEMA) Hazard Mitigation Grant Program (HMGP). Through the HMGP, FEMA awards grants to communities to partially fund activities that significantly reduce or permanently eliminate the loss of life and property from natural disasters. One activity that is often funded in the HMGP is acquisition of flood prone residential properties and this is the specific activity that the City is exploring. The purpose of acquiring properties in the floodplain would be to prevent future flooding and damage in the area.

Your property located at [insert address] is considered a potential candidate to be included in the City's grant application because of the damage that was sustained in the May flooding. The City of Franklin will be conducting a public meeting for all owners interested in selling to explain your rights and options under this program. **The meeting will be held on September 22<sup>nd</sup> at 6:00 p.m., at the below listed address.**

**City Hall Boardroom  
109 Third AVE South  
Franklin, TN 37064**

If you choose to sell your property, title to the property would be transferred to the City of Franklin and future building on this property would not be allowed. The City will purchase your property only if you voluntarily agree to the purchase. A pre-flood fair market value would be determined for fair compensation.

Additional information regarding the HMG Program is available on the City's website at [www.franklintn.gov](http://www.franklintn.gov).

The Mayor and Aldermen know you are facing an important, life-changing decision and have directed staff to assist you in any way possible. If you have any concerns or questions, please call Tom Marsh in the Building and Neighborhood Services Department at 794-7012 during the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday.

Sincerely,

Eric Stuckey  
City Administrator, Franklin TN

Tom Marsh  
Zoning & Development Coordinator